



Office of the Clerk & Recorder  
Wellington E. Webb Municipal Building  
201 West Colfax Ave., Dept. 101  
Denver, CO 80202

**Denver Clerk & Recorder's Office/Public Forum Meeting  
Wellington E. Webb Building, 4<sup>th</sup> floor  
201 West Colfax Avenue, Room 4G2  
Tuesday, October 23, 2007  
5:30 p.m.**

**Attendees:** Michael Scarpello, Director of Elections  
Scott Hogensen, Deputy Director of Elections  
Helen Gonzales, Deputy Clerk & Recorder  
Dan Willis, Denver Democrats  
Mel Koss, Denver Democrats  
Meg Costello, Common Cause  
Alton Dillard, Communications  
Matt Crane, Operations Manager  
Tina Romero, Communications

- I. Call to order – Michael Scarpello, Director of Elections, called the meeting to order at 5:30 p.m. and stated that Stephanie O'Malley, Clerk & Recorder is not available to attend the meeting today.
  - A. Approval of Minutes of September 25, 2007 – Helen Gonzales, Deputy Clerk & Recorder, moved to approve the minutes of Tuesday, September 25, 2007 and Michael Scarpello approved the minutes as written.
  - B. Introduction of Deputy Director of Elections – Scott Hogensen is introduced as hailing from Weaver County of Salt Lake City, Utah and having a long history with elections, who will serve as an asset to the City & County of Denver. Scott acknowledges that he is glad to be here and views his new position as interesting and challenging. He reports that on the front of the election positions there are 2 positions that have closed; ballot coordinator and election judges/personnel coordinator, so we should be conducting the interviews for those. He goes on to say that there are three other positions being posted soon and then we should be fully staffed.
  - C. Elections Division Revenue Report – no new revenue to report

## II. Old Business

- A. Elections Division Reports - Helen Gonzales, Deputy Clerk & Recorder reports on behalf of the Clerk & Recorder that they have received some recommendations from the Elections Advisory Committee for the 2008 elections but is leaving this for Mike to review. She goes on to say that Ms. O'Malley asked her to review some things that they are doing out of the Clerk & Recorder's Public Trustee Division in devoting extra staff to process releases on deeds of trust and now they are only 8 days out in processing these relating to real time and, looking forward to getting to ground zero. She goes on to say that they are working with a vendor who currently supports one of the existing software programs and, are working with him to expand service to allow lending institutions to file deeds of trust electronically; this is being done in order to simplify that process. Gonzales goes on to report that they are generating internal reports from staff to recognize some of their productivity levels and, as a result, are experiencing efficiencies from these reports, for example, they have recorded time to reduce recordings to one day and they are now in real-time; in addition, they are currently working on 2008 employee bonus plans; working with employees to identify goals; some of those goals are to reduce the time that it takes to process foreclosures, mail record requests and mail recordings; establishing written procedures that currently don't exist, developing public service workshops for campaign finance, lobbyist registration and, simplifying paper processes for the public, as well as redefining the Clerk & Recorder website.

Director Scarpello goes on to report regarding the Elections Advisory Committee, regarding issues in 2006 and, looking forward to 2008, that on September 11, 2007, a meeting convened to make recommendations to the Clerk & Recorder and Elections Division on voting locations and systems for the Primary and General Elections; the committee met for 6 sessions and made the following recommendations

- that the elections should be combined precinct
- that ballots be cast on paper ballots
- that paper ballots be utilized along with at least 1 electronic voting machine for people with disabilities
- didn't determine how ballots should be counted however, options discussed included central count with large optical scanners or precinct polling place count
- it is the further recommendation, if above model is deemed not viable, a combined model using a combination of current Edge and Advantage machines would be deployed

Given this, Director Scarpello states that they intend to make a decision late November or early December; they have recommendations that they have to weigh, more options and other factors to consider; they have to do some more research and will come up with a recommendation.

### III. New Business

#### A. November 6, 2007 Coordinated Election Update – Public Logic and Accuracy

Test – Matt Crane, Operations Director reports on the November 6, 2007 Coordinated and Regular Biennial School Election stating that 209,715 ballots were mailed; 13,000 have been mailed back, 9,000 ballots are undeliverable; a little under 5% returned deliverable. Crane reminds all of the 75 cent postage to be applied to the ballot envelope for mailing; ballot dropoff at the main elections office from 8 a.m. to 5 p.m.; beginning Monday, October 29 another 15 locations will be available from 10 a.m. to 7 p.m. and the main office will be open from 8 a.m. to 7 p.m. He goes on to announce the Public Logic and Accuracy Test on October 17, 2007 with Ryan Call representing the Republican Party and Karen Morrissey representing the Democratic Party. Twenty-five ballots were voted with a mix of 3 ballot styles; ballots were voted on the Edge machines and paper ballots were voted on the 400C scan machines. The results came out fine; everything matched. An October 26 press release reminded active and registered voters to come in to the main office to obtain a replacement ballot. Ballots are only mailed to active, registered voters and voters are reminded to call 720.913.8683 to determine their voter status. If a voter finds out that they are active and they haven't received a ballot, they must come to our office for a ballot.

Director Scarpello explains that some complaints were received and the reason for not printing postage was that our print vendor, in order to print efficiently, had to proceed with printing of the instructions and envelopes and the postage was not known at the time of printing. He explains that they had to keep the presses running. In the future we will amend that schedule in order to avoid confusion. We followed the prescribed form by the Secretary of State to apply postage. We also received some complaints about our dropoff sites and the only dropoff site required by statute is one; we provided 15 more sites besides our main office site and, I am confident that we have provided enough sites.

Crane goes on to say that 2 Edge voting machines will be available for voters with disabilities, in order for them to vote independently and dropoff site locations are available on our website, [www.denvergov.org/elections](http://www.denvergov.org/elections).

#### IV. Announcements and Comments by Clerk & Recorder, Guests, and Staff -

Dan Willis, Denver Democrats, was unable to attend the last meeting of the Elections Advisory and, states that the Democrats are concerned about the paper ballot recommendation. If it is decided to go the route of paper ballots, they are going to be very strident about having scanners because of the security of those ballots. He goes on to say that they are concerned about the transporting of those ballots in case something should happen between the precinct location and the main office and, the belief is that at least if there is a count at the precinct level, the ballots can be handled at that level.

Jessie Danielson, America Votes, wants to thank, profusely, the Elections Division and the Clerk and Recorder because of the 6 weeks of meetings and going over every option that they could go over, discussing the financial impact and involving the community;

stating that it was a very beneficial process and thanks them on behalf of America Votes and the other coalition groups. Director Scarpello states that he appreciated the involvement of the 26 people who participated in the Elections Advisory Committee; that it demonstrates that the people of Denver care about elections; and, he is going to ensure that we do everything right.

V. Motion for Adjournment and/or Executive Session – Scott Hogensen moved to adjourn the meeting at 5:45 p.m. Director Scarpello adjourned the meeting.

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Stephanie Y. O'Malley, Clerk & Recorder

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Attest

Date